

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

SENIOR DEPUTY STATE PUBLIC DEFENDER

Office of the State Public Defender
Testing Unit
770 L Street, Suite 1000
Sacramento, CA 95814
(916) 322-2676

OPEN SPOT EXAMINATION

This bulletin announces an open examination for the classification of Senior Deputy State Public Defender with the Office of the State Public Defender. Career credits do not apply.

HOW TO APPLY

To apply for the examination, you must complete an original signed state application, form STD. 678. This form may be filed in person or by mail with:

Office of the State Public Defender
Testing Unit
770 L STREET, Suite 1000
Sacramento, CA 95814

(See General Information, below, on where to obtain STD 678 application.)

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD.

All applications (STD. 678) must be POSTMARKED no later than the final filing date, see below. Applications postmarked, personally delivered or received after the final filing date will not be accepted for any reason.

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination." You will be contacted to make specific arrangements.

Indicate on the State application (STD. 678) the location in which you wish to establish eligibility. Candidates may only establish eligibility in one of the two following locations:

SACRAMENTO	5DE08
OAKLAND	5DE09

FINAL FILING DATE: November 25, 2015

GENERAL INFORMATION ABOUT THE POSITION

Incumbents in this class are the most experienced attorneys, and are experts in criminal defense law. They have demonstrated independent ability to perform assignments consisting of the most complex cases of the greatest sensitivity. Incumbents are experts in death penalty litigation in California, and meet the California Supreme Court's criteria for appointments in capital cases. A Senior Deputy State Public Defender confers with and advises public defenders from other offices and public agencies, and may be called upon to provide training and mentoring to less experienced attorneys. Incumbents may also act as team leaders and direct other attorneys within the Office of the State Public Defender.

Positions exist with the Office of the State Public Defender in Sacramento and Oakland.

SALARY RANGE:

\$ 8,872 - 11,392

ELIGIBLE LIST INFORMATION

An open eligible list will be established for each location and used to fill vacancies in those locations. Each list will be abolished 12 months after it is established unless the department determines the conditions of the list warrant a change in this period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applicants must meet the entrance requirements for examination by the final filing date.

All candidates must have active membership in The State Bar of California. Applicants must have active membership in The State Bar. Applicants must show their California State Bar membership number, the date admitted to the state bar and expiration date, if any, on their application STD 678.

To enter the examination, applicants must establish that they have ten years of experience in the practice of law in a governmental jurisdiction or in private practice, including extensive appellate practice before State or Federal appellate courts. Experience must include at least four years of experience performing legal duties comparable in type and level of responsibility to that of Deputy State Public Defender, Range C.

"Experience in the practice of law" or "performing legal duties" is defined as only that experience acquired after admission to The State Bar.

Primary consideration will be given to experience in the practice of criminal law.

EXAMINATION INFORMATION

The examination for Senior Deputy State Public Defender consists of (1) a review of all documents, described below, submitted to the department by the applicant; and (2) a Qualifications Appraisal Interview.

An applicant may be tested only once during any 12-month period.

- All applicants are required to submit the following:
- a **State Application** for examination (STD. 678)
 - a **resume or curriculum vitae**
 - a **writing sample**

All of these documents must be received in order to compete in the examination. A cover letter is optional, but may be helpful.

The State Application (STD. 678), Resume/Curriculum Vitae must include the type of law practiced with each employer. If the applicant practiced more than one type of law with an employer, he or she should state the percentage of time spent in each area of law with that employer. Where appropriate, applicant should break down their experience (and percentage of time) into the following areas of law practice: Capital appeals, non-capital homicide appeals, regular felony appeals, civil appeals, capital trials, non-capital homicide trials, felony trials, criminal writs, and civil trials (specify subject matter).

Writing Sample: Applicants should submit the most legally complex brief or pleading that they have filed. Applicants must be the principal author of any writing sample submitted. Other legal writing samples (i.e. academic or expository) will also be accepted.

Writing samples will be evaluated on the complexity of the legal issues, the adequacy and clarity of the factual recitation, the extent and soundness of the legal analysis, the persuasiveness of the argument, and the writing quality (including organization, clarity, grammar, punctuation, syntax, etc.).

This examination will consist of an evaluation of the State application and resume/curriculum vitae and writing sample (weighted 50%), and a qualifications appraisal interview (weighted 50%).

Application / Writing Sample Review - Weighted 50%

Qualification Appraisal Interview - Weighted 50%

Scope: The scope of the examination will consider each applicant's ability to perform successfully within the classification, as demonstrated by the quality and breadth of experience shown on the State application and resume/curriculum vitae, as well as the quality and demonstrated expertise reflected in the writing sample. The emphasis in the Qualifications Appraisal Interview will be on measuring competitively, relative to job demands, each competitor's:

SEE REVERSE SIDE FOR MORE INFORMATION

- A. Knowledge of:
- 1. Legal principles and their application to criminal cases and appellate proceedings.
 - 2. Scope and character of California statutory law and provisions of the California Constitution and the United States Constitution.
 - 3. Legal research methods.
 - 4. Rules of evidence and conduct of proceedings in trial and appellate courts of California and the United States.
 - 5. Duties and powers of the State Public Defender.
- B. Ability to:
- 1. Prepare, present and handle difficult and complex legal cases.
 - 2. Perform research and investigations.
 - 3. Analyze difficult and complex legal programs and apply legal principles and precedents to particular sets of facts.
 - 4. Present statements of fact, law, and argument clearly and logically in written and oral form.
 - 5. Analyze transcripts and judicial decisions.
 - 6. Handle difficult legal correspondence.
 - 7. Analyze situations accurately and adopt an effective course of action.
 - 8. Direct the work of clerical and professional assistants.

Failure to comply with these instructions will eliminate an applicant from this examination.

To obtain a position on the eligible list, a minimum rating of 70% must be attained.

VETERANS' PREFERENCE

Veterans' Preference will be granted for this examination. Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, widow or widower of a veteran, or spouse of a 100 percent-disabled veteran achieves a passing score on an examination, he or she shall be ranked in the top rank of the resulting eligibility list. The section shall not apply to any veteran who had been dishonorably discharged or released.

GENERAL INFORMATION

Applications are available at the California Department of Human Resources website (www.jobs.ca.gov) and local offices of the Employment Development Department (www.edd.ca.gov).

For an examination without a written feature it is the candidate's responsibility to contact the Testing Unit in Sacramento, (916) 322-2676 six weeks after filing if he/she has not received a progress notice.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on the other side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The Office of the State Public Defender reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, oral interviews are scheduled in Sacramento and Oakland. However, locations of interviews may be limited or extended as conditions warrant.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire after a period of one to four years unless otherwise stated on this bulletin.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Interview Scope: If an interview is conducted, in addition to the scope described on the other side of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

Veterans Preference: Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 1) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference. 2) An entrance examination is defined, under the law, as any open competitive examination. And 3) Veterans' Preference is not granted once a person achieves permanent civil service status.

Veteran status is verified by the California Department of Human Resources (CalHR). Direction to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/VeteransInformation>, and the Department of Veterans Affairs.

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California Relay (Telephone) Service for
the Deaf or Hearing Impaired:
From TDD Phones 1-800-735-2929
From Voice Phones 1-800-735-2922